

CALL TO ORDER: Supervisor Julian called the regular meeting of the Kasson Township Board to order at 7:00 pm, with the Pledge of Allegiance.

ROLL CALL: Members Present: Greg Julian – Supervisor, Dana Boomer - Clerk, Tad Carter – Trustee, Julia Carter – Treasurer
Member(s) Absent: Roger Noonan – Trustee
Staff Present: Tim Cypher

AMENDMENTS TO AGENDA – The board briefly discussed the agenda. **T. Carter moved to approve the agenda as presented. J. Carter seconded. All in favor, motion carried.**

PUBLIC COMMENT: None

MINUTES – The board discussed the minutes from the regular meeting on August 9, 2022. **J. Carter moved, T. Carter seconded to approve the August 9, 2022 regular meeting minutes as presented. All in favor, motion carried.**

PERTINENT COMMUNICATIONS: None

PRESENTATION: None

FINANCIAL REPORTS:

- a) **TREASURER'S REPORT:** J. Carter had previously submitted the treasurer's report to the board. Receipts total \$203,153.43. Disbursements \$270,555.61. Balance \$756,401.46.
- b) **BUDGET REPORT:** Boomer presented the budget report through August. The board briefly discussed.
- c) **BILL APPROVAL** – Boomer presented the updated check detail. The board briefly discussed. **T. Carter moved to pay the bills as presented; seconded by J. Carter. All in favor, motion carried.**

UNFINISHED BUSINESS:

- a. **Elmers Update** – Marc McKellar and Todd Broad were present to update the board on the Elmers Baatz Road project discussed previously in November 2021. McKellar summarized the history of the project, which includes a proposal to rebuild and improve Baatz Road and construct a box culvert under Baatz Road to move excavated material from the pit on the north side of the road to the processing equipment on the south side of the road. The board, McKellar and Broad discussed the project. They are now looking to put in a bypass road, which would only necessitate two complete closures of approximately 2 weeks each, rather than a multi-month complete closure as previously discussed. The board, McKellar and Broad discussed the proposal for a bypass road. McKellar and Cypher briefly discussed the timeline for moving forward – McKellar stated that they are currently planning to go to the Planning Commission in October and request a Special Use Permit with an approval conditioned upon a ZBA approval of the allowance to move excavated materials under the road. The Road Commission will also need

to be kept closely apprised of the project. The board is interested to watch the project proceed. T. Carter asked how much material would be removed from the road bed during the reconstruction of the road – that is unknown at this point and McKellar reminded the board that the material under the road belongs to Elmers, only the road right-of-way belongs to the County for the road. T. Carter asked if it would be more economically feasible for the south pit to be exhausted and then all equipment moved to the north pit, rather than shipping material between the two pits – McKellar reminded the board that economics are not a factor in permit approval. Boomer asked if Elmers could coordinate with local farmers that need to move equipment between Fritz Road and Coleman Road to ensure that the complete closures are not during important planting or harvest seasons – Broad stated that Elmers would do so.

- b. Cemeteries** – Projects regarding the cemeteries are ongoing; no substantial progress has been made. Anita and Don Herrmann have contacted the township again with regard to the cemetery plots that they believe they purchased in East Kasson Cemetery. The board discussed the topic extensively, and determined to check with Mr. Figura regarding setting precedent with regards to the Herrmann's request. The board is sympathetic to the Herrmann's request, but does not want to set a precedent for distributing plots to those without full proof of ownership, given the number of empty lots in the cemetery and the lack of record-keeping over the last 40+ years.
- c. Mining/Gravel Legislation** – The legislature has not yet returned to active sessions, and will likely not be taking action until at least November.
- d. Sidewalk Ordinance** – No discussion - tabled
- e. Township Master Plan** – The Master Plan was returned to the Planning Commission for additional work, and a redline revision is expected to be brought to the PC at the September meeting. The Board may see a revision prior to their October meeting.
- f. Other Unfinished Business** - None

NEW BUSINESS –

- a. Treasurer Computer** – J. Carter has been having substantial technological issues with the computer she inherited from the former treasurer. She has been working with the county IT department, but the computer is very old and not working properly. The county IT department has recommended purchasing a new laptop to replace the current computer. In addition, the treasurer filing cabinet is also becoming unusable. The total price for a new laptop and filing cabinet would be approximately \$1050.00. **Boomer moved to approve up to \$1200 for the purchase of a new laptop and filing cabinet for the treasurer. T. Carter seconded. All in favor, motion carried.**
- b. 2021/22 Audit** – The board briefly discussed the draft 2021/2022 audit – no issues were found. **T. Carter moved to approve the 2021/2022 audit. Julian seconded. All in favor, motion carried.**
- c. Snow Removal** – Mike Lanham reminded Boomer prior to the meeting that the snowplowing contract is up, and provided a bid for the next two years. The board briefly discussed. T. Carter would like to go out for bids. Boomer stated that there has been little interest from other companies on bidding for snowplowing. Julian stated that he feels the Lanham bid is competitive, based on other prices he's seen. T. Carter requested to wait for a decision until Noonan was present. There was consensus to table the discussion until next month.

d. Other New Business - None

CAPITAL PROJECTS – EXPLORATION

- a. Maple City Improvement Project** – T. Carter and Julian met with engineers from Gosling Czubak and a representative from the Road Commission to inspect the village of Maple City regarding the streets, sidewalks, parking areas, stormwater drainage, and other engineering issues. Gosling Czubak submitted a proposal, which they described as “includes development of existing conditions basemap, conceptual parking/curb/sidewalk layouts, review meeting and cost estimate. The goal of this effort would be to provide the Township an concept improvements plan, with estimated costs, to help with project decision making and next steps in the process.” This would cost \$6,200. Julian also spoke with Ron Novak, who was involved with the streetscape project in Cedar, who thought that this was a competitive bid. T. Carter thinks that a project like this is overdue, and that the engineers from Gosling Czubak had some good ideas. The board briefly discussed. **Boomer moved to approve the contract with Gosling Czubak in the amount of \$6,200. J. Carter seconded. All in favor, motion carried.**

Boomer asked if the board would like to determine whether this could be paid for using ARPA funds, or paid for out of the general capital projects line item in the budget. The board had consensus to use the general fund to pay for this contract and utilize ARPA funds for larger projects.

- b. Township Hall Renovation** – Tabled for further discussion when Mr. Flaska is available.
- c. Fire Department Capital Improvements** – Julian stated that the Five Year Strategic Plan has been approved by all four townships. The Fire Chief has been working with the Supervisors and Board Representatives from Solon and Centerville regarding improvements to the existing station. The County Parks and Rec Committee has determined that they want to keep the parks in perpetuity, and did not have support for building an emergency services facility on park land. The discussion then moved to the County Board of Commissioners level. It was discussed at the Executive Committee meeting today, and no action was taken. It will be on the agenda for the County Board of Commissioners meeting next week. Cleveland Township is concerned with the ability to staff a new station, and wants to hold off on purchasing land or breaking ground until their staffing concerns are resolved. The board briefly discussed. Julian will continue pursuing this at the county level until that portion of the discussion is resolved.

REPORTS: Planning Commission (PC) – There was a PC meeting in August. T. Carter summarized the meeting. Roush and Schaeffer are both up for re-appointment in November – Roush is interested in standing again, Schaeffer is not. The municipal buildings zoning ordinance amendment has been sent to the County PC for comment, as has an amendment on mixed use buildings in the commercial zoning district.

Zoning Administrator (ZA) – Cypher had previously submitted written reports to the board, and summarized those at the meeting. Cypher summarized enforcement actions and complaints in the township.

Supervisor – Julian summarized his activities for the month. He has been contacted by citizens concerned about increased incidents at the intersection of Coleman Road (CR669) and Burdickville Road (CR616).

Assessor – Krombeen submitted a written report, which was distributed to board members. She is interested in hiring two contract employees, Michael Wiggins and John Yonkers, to complete field work for updating assessment data. There is currently \$4,000 in the budget for this work for the 2022/23 fiscal year. **Boomer moved to approve the hiring of Michael Wiggins and John Yonkers as at-will contract employees under the supervision of Julie Krombeen for \$20 per hour. J. Carter seconded. All in favor, motion carried.**

Fire Board – Julian has been in contact with the Glen Arbor Supervisor Tom Laureto, with regards to areas of mutual interest between the two departments.

Clerk/Elections Report – Prep for the November election is beginning, and there have already been a substantial number of absentee ballot applications submitted. Boomer will need to bring on at least one and possibly two new election workers for the November election, due to losing one experienced election worker.

COMMITTEE REPORTS: Hall Use and Buildings and Grounds Reports –There are no issues with building and grounds. There is a church music group meeting the first Sunday of the month from 4-6 pm. The board briefly discussed hall maintenance issues. The Davis Lake Association will be using the hall for their annual meeting.

PUBLIC COMMENT: Jerry Gretzinger – He has a long-term vision for Maple City that would include substantial new greenspace and the re-routing of travel areas over the next 20 years – he distributed conceptual drawings of this to board members. T. Carter will incorporate this in the communication with the Road Commission and Gosling Czubak.

BOARD COMMENT: T. Carter is suspicious about the Elmers plan and whether they will be making more money off the removal of gravel from the roadbed than the road is worth. He wants to make sure this is closely watched.

The next regular meeting will be Tuesday, October 11, 2022 at 7 pm.

Motion by J. Carter to adjourn, second by T. Carter / **All in favor, motion carried.** Meeting adjourned at 8:40 pm.

Submitted by:
Dana Boomer, Township Clerk